

CITY OF McMinnville
MINUTES OF DIVERSITY, EQUITY & INCLUSION ADVISORY COMMITTEE
Held online via Zoom, McMinnville, Oregon

Thursday, January 13, 2022 at 4:30 p.m.

Presiding: Committee Chair Christine Bader

Recording Secretary: Kylie Bayer, Human Resources Manager

Committee Members: <u>Present</u>	<u>Excused Absence</u>
Efrain Arredondo	Sarah Schwartz
Christine Bader	
Zack Geary	
Tiffany Henness	
Tony Lai	
Larry Miller	

Also present was Information Services Director, Scott Burke.

- 1) **CALL TO ORDER:** Committee Chair Christine Bader called the meeting to order at 4:33 p.m. and welcomed all in attendance.
- 2) **APPROVAL OF MINUTES:** Efrain Arredondo **MOVED** to approve the December 9, 2021, minutes. Larry Miller **SECONDED**. Motion **PASSED** unanimously.
- 3) **PUBLIC COMMENT:** There were no public comments.
- 4) **DEPARTMENT HEAD INTRODUCTION:** Information Services Director Scott Burke described how DEI relates to the department's work. He spoke about the department's goal to ensure technology is accessible for employees and the public and seeks support in tracking DEI-related data. Scott also welcomes DEI training for his department.
- 5) **RECRUITMENT OF NEW COMMITTEE MEMBERS:** Christine, Tony, Larry, and Tiffany will review applications. Christine, Larry, Tiffany, and Efrain are available to interview applicants. Committee plans to develop onboarding program for new members.
- 6) **CITY COUNCIL ENGAGEMENT:** Councilor Geary introduced himself to the committee and shared about his background and connection to McMinnville. Committee will send a DEIAC representative to City Council meetings. Kylie will share upcoming agenda items with DEIAC, likely once a month.
- 7) **TRAINING UPDATE:** Larry provided information about outreach to trainers.
- 8) **OTHER BUSINESS:**
 - a) **EEO-4 Report:** Kylie shared the City's most recent EEO-4 report.
 - b) **Roundtable:**

- i) Christine informed the committee that chair/vice chair roles are coming up on their one-year anniversary. Committee members should consider if they want to step into one of those leadership roles this year.
- 9) ADJOURNMENT: Meeting adjourned at 6:02 pm.

s/s Kylie Bayer
Kylie Bayer, Human Resources Manager
Recorder